

SECRET

NOTES FOR DDCI

3 March 1964

1. With the imminent USIB reorganization, would you want to host a lunch for USIB members after the Wednesday meeting this week? This is not necessary but might be a nice touch. You are scheduled for a rendezvous with Alicia at 1:15 that day, but, on the other hand, the USIB meeting is being moved back to 10:00 instead of 10:30.

*No -  
supper  
to DCI*

25X1



3. The gals have completed typing up complete transcripts of your various telephone conversations with Washington wheels relating to surfacing. These are conversations with people like Wilson, Fubini, McMillan, Johnson, etc., which took place on 27 and 28 February. I don't think you need spend the time in reading the collection but we will make each piece a part of the record in your files.

*Let me  
glance ✓*

4. One of the papers you asked be held for Kirk's OK after his return was a DD/S request for approval to provide Quality Step Increases for GS-16's and 17's. These increases are at the same rate as the annual merit step increases, e.g., \$500 for 16's. There won't be too many cases of this. There are only 4 pay categories for 16's and four for 17's.

✓

Kirk has approved the request.

5. Kirk has also approved a promotion of [ ] the AD/CR from [ ]

25X1

6. You once asked me for some background info on various Agency courses that Mrs. Carter might find interesting. Is there anything you want to do about this?

*No*

25X1

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